

# Planning, Building and Code Enforcement Department

Rosalynn Hughey, Director

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**F***acilitate the preservation and building of a safe, attractive, vibrant and sustainable San José through partnership with and exceptional service to our diverse communities and customers*

## *City Service Areas*

Community and Economic Development  
Neighborhood Services

## *Core Services*

### Citywide Land Use Planning

Develop land use plans and policies to guide the future physical growth of the City

### Development Plan Review and Building Construction Inspection

Manage and review development and construction applications to allow issuance of permits in compliance with applicable codes and policies

### Code Enforcement

Enforce and promote compliance with local and State codes to ensure a safe, healthy, and attractive community

Strategic Support: Administration, Clerical Services, Budget Preparation, Fiscal Services, Human Resources, Information Systems, Marketing and Outreach, and Safety/Wellness

# Planning, Building and Code Enforcement Department

## Service Delivery Framework

PROGRAM	DESCRIPTION
<b><i>Citywide Land Use Planning Core Service</i></b>	
<b>Citywide Planning</b>	Guides the physical design and development of San José by maintaining and updating the Envision San José 2040 General Plan; preparing and updating Urban Village Plans, Area Development Policies, and Specific Plans; conducting long range planning studies and participating with local partners on regional planning; updating City ordinances and policies as they relate to land use and development; and conducting data analysis.
<b>Planning Environmental Review and Historic Preservation</b>	Ensures environmental protection is included in San José's land use planning decision-making process. The Historic Preservation Program seeks to preserve buildings of historical significance in San José.
<b>Planning Administration</b>	Provides administrative support to Planning Development Services for preparation of public hearings and land use entitlement documents.
<b><i>Development Plan Review and Building Construction Inspection Core Service</i></b>	
<b>Building Development Services</b>	Ensures building projects in San José are built to meet City and State standards by providing customer information, supporting small businesses, issuing building permits, conducting plan reviews, and inspecting building projects to ensure compliance with applicable codes and policies.
<b>Planning Development Services</b>	Ensures development within the City is consistent with the City's General Plan by processing land use entitlement applications for consistency with the City's General Plan, regulations and policies; reviewing building permit applications for consistency with the City's requirements and permit approvals; and providing land use and permitting information to the public.
<b>Development Services Administration</b>	Supports the Shared Resources Programs by providing oversight of information technology system development and maintenance support for the department and AMANDA integrated permit and electronic content management systems, imaging documents and processing customer document requests, scheduling building inspections, and assisting customers in person and by phone for appointments.
<b><i>Code Enforcement Core Service</i></b>	
<b>Community Code Enforcement</b>	Ensures the health and safety and quality of life for San José residents and businesses by enforcing the municipal code and land use requirements.
<b>Multiple Housing Code Enforcement</b>	Ensures multi-family buildings are maintained in safe, decent, and sanitary conditions by conducting proactive, routine, and complaint-based inspections under the Multiple Housing Occupancy Permit Program.
<b>Solid Waste Enforcement Fee</b>	Regulates and inspects solid waste facilities to ensure that each permitted facility is in full compliance with federal, state, and local regulations governing health and operational standards.
<b>Code Enforcement Administration</b>	Provides management and oversight to the Code Enforcement Division along with administrative and analytical support, budget preparation, billing, and monitoring.

# Planning, Building and Code Enforcement Department

## Service Delivery Framework

PROGRAM	DESCRIPTION
<b><i>Strategic Support Core Service</i></b>	
<b>PBCE Financial Management</b>	Manages the budget and all financial transactions for the department; assists in annual budget development.
<b>PBCE Management and Administration</b>	Provides administrative oversight for the department, including executive management, employee services, human resources, grant tracking/reconciliation, contract management and analytical support.

# Planning, Building and Code Enforcement Department

## Department Budget Summary

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### Expected 2018-2019 Service Delivery

- ☐ Complete plans for East Santa Clara and Berryessa/BART Urban Villages.
- ☐ Commence the planning process for the North 1st Street and Eastside Alum Rock Urban Villages.
- ☐ Bring to the City Council for consideration an Environmental Impact Report (EIR) and Transportation Program for the West San José Urban Villages (Santana Row, Stevens Creek, South Bascom, West San Carlos, and Winchester).
- ☐ Complete the Downtown Strategy 2040 EIR to increase development capacity for residential and office development in Downtown.
- ☐ Complete Electronic Billboard Signage Ordinance Adoption Phase I, which will identify City-owned sites, city-wide, that are eligible for electronic billboards and amend the General Plan and Zoning Code to allow electronic billboards on these sites.
- ☐ Complete quarterly updates to the Zoning Code to correct inconsistencies and errors, bring the Code into conformance with State and Federal law changes, and facilitate development.
- ☐ Continue to work with VTA and other partners on planning and design for the extension of BART service into downtown San José.
- ☐ Continue to support and expand the Streamlined Restaurant Program to provide customer-specific targeted permitting, plan review, and coordination with the Santa Clara County Health Department to small business customers who wish to open a restaurant in San José. Phase I of the program was completed in 2017-2018. Phase II will develop a "Thoroughly Prepared Designer" criteria that would require less permit review time and expedite approval process.
- ☐ Develop a Plan Check Priority List to streamline the plan review process for residential projects and expand to include commercial projects, industrial projects, and electric vehicles, decreasing the overall time spent on the review process and ensuring the priorities on the list are verified accordingly.
- ☐ Complete Code Enforcement field inspection services for Emergency complaints within 24 hours and Priority complaints within 72 hours.
- ☐ Increase inspection activity in multiple family buildings so that more buildings receive a routine inspection within the designated 3-year, 5-year, or 6-year cycle/tier required by the building's risk assessment.

### 2018-2019 Key Budget Actions

- ☐ Adds 2.0 planner positions (1.0 Planner IV and 1.0 Planner III) to provide additional capacity to focus on the City's goal of building 25,000 housing units in five years.
- ☐ Provides one-time funding of \$150,000 to continue funding a temporary Policy and Ordinance Technical Advisor through June 30, 2019.
- ☐ Extends 1.0 Planner III through June 30, 2019 to support the environmental review of public and capital improvement projects managed by City departments that require California Environmental Quality Act compliance.
- ☐ Extends 5.0 positions (1.0 Senior Analyst, 1.0 Senior Engineer, 1.0 Supervising Applications Analyst, and 2.0 Planner IV) through June 30, 2019 to support the continued implementation of the upgraded Integrated Permit system that is anticipated to be completed by June 2020.
- ☐ Extends 1.0 Planner III through June 30, 2019 to support the continuing development of Urban Village plans development, including N. 1<sup>st</sup> Street, Berryessa/BART and the West San José Environmental Impact Report as well as the new Eastside Alum Rock Urban Village.
- ☐ Deletes 1.0 Code Enforcement Inspector II position of the 2.0 positions that enforce code compliance of operating cannabis businesses. The remaining 1.0 Code Inspector II is sufficient for inspecting the current number of operational cannabis facilities.

### Operating Funds Managed

N/A

# Planning, Building and Code Enforcement Department

## Department Budget Summary

	<b>2016-2017 Actuals*</b>	<b>2017-2018 Adopted</b>	<b>2018-2019 Forecast</b>	<b>2018-2019 Proposed</b>
<b>Dollars by Core Service</b>				
Citywide Land Use Planning	n/a	5,393,890	3,781,601	4,441,276
Code Enforcement	n/a	12,105,829	12,398,647	12,497,058
Development Plan Review and Building Construction Inspection	n/a	36,430,980	35,008,643	35,937,241
Strategic Support - Community & Economic Development	n/a	2,441,651	2,180,881	2,055,564
Strategic Support - Neighborhood Services	n/a	342,091	503,763	394,278
Strategic Support - Other - Community & Economic Development	n/a	947,882	839,551	916,306
<b>Total</b>	<b>n/a</b>	<b>\$57,662,323</b>	<b>\$54,713,086</b>	<b>\$56,241,723</b>
<b>Dollars by Category</b>				
<b>Personal Services and Non-Personal/Equipment</b>				
Salaries/Benefits	42,745,417	50,468,283	50,467,333	51,739,696
Overtime	821,304	181,622	181,622	181,622
<b>Subtotal Personal Services</b>	<b>\$43,566,721</b>	<b>\$50,649,905</b>	<b>\$50,648,955</b>	<b>\$51,921,318</b>
Non-Personal/Equipment	4,074,988	6,245,838	3,820,576	4,001,682
<b>Total Personal Services &amp; Non- Personal/Equipment</b>	<b>\$47,641,709</b>	<b>\$56,895,743</b>	<b>\$54,469,531</b>	<b>\$55,923,000</b>
<b>Other Costs**</b>				
City-Wide Expenses	n/a	720,500	23,000	23,000
Other	n/a	46,080	47,480	45,893
Overhead Costs	n/a	0	173,075	249,830
<b>Total Other Costs</b>	<b>n/a</b>	<b>\$766,580</b>	<b>\$243,555</b>	<b>\$318,723</b>
<b>Total</b>	<b>n/a</b>	<b>\$57,662,323</b>	<b>\$54,713,086</b>	<b>\$56,241,723</b>

\* Some data for the 2016-2017 Actual column are not available. With the change to a program-based budgeting model in 2017-2018, historical budget data by the new programs and core services is not available for prior periods.

\*\* Fund Balance, Transfers, and Reserves for funds that may be managed by this department have been excluded from this display. This information can be found in Source and Use of Funds Statements elsewhere in this document.

# Planning, Building and Code Enforcement Department

## Department Budget Summary

	<b>2016-2017 Actuals*</b>	<b>2017-2018 Adopted</b>	<b>2018-2019 Forecast</b>	<b>2018-2019 Proposed</b>
<b>Dollars by Fund</b>				
General Fund (001)	n/a	55,207,990	52,438,692	53,835,722
Airport Maintenance And Operation Fund (523)	n/a	46,091	65,130	65,130
Community Development Block Grant Fund (441)	n/a	1,105,119	1,147,889	1,124,138
Integrated Waste Management Fund (423)	n/a	693,534	344,860	362,900
Low And Moderate Income Housing Asset Fund (346)	n/a	111,925	178,648	185,539
Multi-Source Housing Fund (448)	n/a	0	47,715	47,715
Sewer Service And Use Charge Fund (541)	n/a	97,457	146,125	140,375
Storm Sewer Operating Fund (446)	n/a	60,364	99,394	99,394
Capital Funds	n/a	339,843	244,633	380,810
<b>Total</b>	<b>n/a</b>	<b>\$57,662,323</b>	<b>\$54,713,086</b>	<b>\$56,241,723</b>
<b>Authorized Positions by Core Service</b>				
Citywide Land Use Planning	n/a	19.14	22.29	25.15
Code Enforcement	n/a	74.03	73.69	74.17
Development Plan Review and Building Construction Inspection	n/a	202.02	197.64	203.61
Strategic Support - Community & Economic Development	n/a	14.82	13.03	12.72
Strategic Support - Neighborhood Services	n/a	2.99	4.39	3.39
Strategic Support - Other - Community & Economic Development	n/a	4.00	2.96	2.96
<b>Total</b>	<b>n/a</b>	<b>317.00</b>	<b>314.00</b>	<b>322.00</b>

# Planning, Building and Code Enforcement Department

## Department Budget Summary

	2016-2017 Actuals*	2017-2018 Adopted	2018-2019 Forecast	2018-2019 Proposed	2018-2019 Proposed FTE
<b>Dollars by Program**</b>					
<b>Code Enforcement</b>					
Code Enforcement Administration	n/a	286,481	158,101	157,914	0.66
Community Code Enforcement	n/a	6,192,478	6,089,736	5,983,913	37.19
Multiple Housing Code Enforcement	n/a	3,869,071	4,378,375	4,582,817	25.85
Solid Waste Code Enforcement	n/a	1,757,799	1,772,435	1,772,414	10.47
<b>Sub-Total</b>	<b>n/a</b>	<b>12,105,829</b>	<b>12,398,647</b>	<b>12,497,058</b>	<b>74.17</b>
<b>Development Plan Review and Building Construction Inspection</b>					
Building Development Services	n/a	26,088,972	25,105,046	25,511,210	134.25
Development Services Administration	n/a	4,133,481	3,882,728	3,955,483	26.98
Planning Development Services	n/a	6,208,527	6,020,869	6,470,548	42.38
<b>Sub-Total</b>	<b>n/a</b>	<b>36,430,980</b>	<b>35,008,643</b>	<b>35,937,241</b>	<b>203.61</b>
<b>Citywide Land Use Planning</b>					
Citywide Planning	n/a	3,871,537	2,399,901	3,111,939	16.97
Planning Administration	n/a	304,787	393,196	336,670	1.24
Planning Environmental Review and Historic Preservation	n/a	1,217,566	988,504	992,667	6.94
<b>Sub-Total</b>	<b>n/a</b>	<b>5,393,890</b>	<b>3,781,601</b>	<b>4,441,276</b>	<b>25.15</b>
<b>Strategic Support - Community &amp; Economic Development</b>					
PBCE Management and Administration - Community and Economic Development	n/a	2,441,651	2,180,881	2,055,564	12.72
<b>Sub-Total</b>	<b>n/a</b>	<b>2,441,651</b>	<b>2,180,881</b>	<b>2,055,564</b>	<b>12.72</b>
<b>Strategic Support - Neighborhood Services</b>					
PBCE Financial Management - Neighborhood Services	n/a	4,774	0	0	0.00
PBCE Management and Administration - Neighborhood Services	n/a	337,317	503,763	394,278	3.39
<b>Sub-Total</b>	<b>n/a</b>	<b>342,091</b>	<b>503,763</b>	<b>394,278</b>	<b>3.39</b>
<b>Strategic Support - Other - Community &amp; Economic Development</b>					
PBCE Other Departmental - City-Wide - Community and Economic Development	n/a	707,495	418,617	418,617	1.96
PBCE Other Departmental - Grants - Community and Economic Development	n/a	240,387	247,859	247,859	1.00
PBCE Overhead - Community and Economic Development	n/a	0	173,075	249,830	0.00
<b>Sub-Total</b>	<b>n/a</b>	<b>947,882</b>	<b>839,551</b>	<b>916,306</b>	<b>2.96</b>
<b>Total</b>	<b>n/a</b>	<b>\$57,662,323</b>	<b>\$54,713,086</b>	<b>\$56,241,723</b>	<b>322.00</b>

\* Data for the 2016-2017 Actual column are not available. With the change to a program-based budgeting model in 2017-2018, historical budget data by the new programs and core services is not available for prior periods.

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# Planning, Building and Code Enforcement Department

## Budget Reconciliation

### Personal Services and Non-Personal/Equipment

(2017-2018 Adopted to 2018-2019 Proposed)

	Positions	All Funds (\$)	General Fund (\$)
<b>Prior Year Budget (2017-2018):</b>	<b>317.00</b>	<b>56,895,743</b>	<b>54,487,490</b>
<b>Base Adjustments</b>			
<b>One-Time Prior Year Expenditures Deleted</b>			
● Rebudget: North San José Area Development Policy and Environmental Impact Report		(240,194)	(240,194)
● Rebudget: Medical Marijuana Program CEQA Review		(222,000)	(222,000)
● Rebudget: Urban Village Master Planning		(170,575)	(170,575)
● Rebudget: Multiple Housing Code Enforcement Permit System		(110,000)	(110,000)
● Rebudget: Policy and Ordinance Assistance		(110,000)	(110,000)
● Rebudget: Update Downtown Environmental Impact Report		(99,000)	(99,000)
● Rebudget: Code Inspector Mobile Devices		(57,600)	(57,600)
● Rebudget: Building Code Adoption Training and Materials		(25,000)	(25,000)
● Rebudget: Metropolitan Transportation Commission Planning Grant		(14,127)	(14,127)
● Rebudget: Library Digital Files		(8,300)	(8,300)
● Rebudget: Workspace Improvement Project		(5,000)	(5,000)
● Urban Village Planning Staffing (1.0 Planner III)	(1.00)	(474,590)	(474,590)
● Greenhouse Gas Reduction Strategy		(375,000)	(375,000)
● Business Permit Process Improvement Bootcamp		(200,000)	(200,000)
● Planning Development Fee Program			
- Integrated Permit System Staffing (2.0 Planner IV's, 0.07 Senior Analyst, 0.07 Supervising Applications Analyst)	(2.14)	(267,676)	(267,676)
- Microfiche films to digital file conversion		(150,000)	(150,000)
- Integrated Permit System-Revenue Process Redesign		(12,500)	(12,500)
- Development Review Staffing		(10,339)	(10,339)
- Document Imaging Technology Support		(161)	(161)
● Building Development Fee Program			
- Integrated Permit System Staffing (1.0 Senior Engineer, 0.5 Senior Analyst, 0.5 Supervising Applications Analyst)	(2.00)	(282,817)	(282,817)
- Building Inspector Mobile Devices		(75,000)	(75,000)
- Integrated Permit System-Revenue Process Redesign		(25,000)	(25,000)
- Document Imaging Technology Support		(937)	(937)
● Fire and Public Works Development Fee Programs and Other Fee Programs			
- Integrated Permit System Staffing (0.43 Senior Analyst, 0.43 Supervising Applications Analyst)	(0.86)	(119,080)	(93,954)
- Building Code Compliance Staffing		(32,504)	(32,504)
- Massage Parlor Permit Enforcement Staffing		(30,894)	(30,894)
- Integrated Permit System-Revenue Process Redesign		(12,500)	(12,500)
- Integrated Permit Center Code Enforcement Support		(5,592)	(5,592)
- Document Imaging Technology Support		(241)	(241)
● Policy and Ordinance Staffing Support		(150,000)	(150,000)
● Environmental Review (1.0 Planner III)	(1.00)	(115,310)	0



# Planning, Building and Code Enforcement Department

## Budget Reconciliation

### Personal Services and Non-Personal/Equipment

(2017-2018 Adopted to 2018-2019 Proposed)

	Positions	All Funds (\$)	General Fund (\$)
<b>Base Adjustments</b>			
<b>One-Time Prior Year Expenditures Deleted</b>			
• Historic Preservation Guidelines Update		(100,000)	(100,000)
• San José Regional Transportation Hub Project-Planning Staffing		(3,896)	(3,896)
• Housing Projects Environmental Review Staffing		(3,297)	0
<b>One-time Prior Year Expenditures Subtotal:</b>	<b>(7.00)</b>	<b>(3,509,130)</b>	<b>(3,365,397)</b>
<b>Technical Adjustments to Costs of Ongoing Activities</b>			
• Salary/benefit changes and the following position reallocations:		668,436	778,570
- 1.0 Geographic Systems Specialist I/II to 1.0 Geographic Information Systems Specialist II			
- 1.0 Senior Office Specialist to 1.0 Principal Office Specialist			
- 1.0 Senior Supervisor, Administration to 1.0 Principal Office Specialist			
- 1.0 Senior Supervisor, Administration to 1.0 Program Manager I			
• PBCE Department Organization/Staffing (City Council approval February 1, 2018): adds 1.0 Assistant to the Director and 1.0 Deputy Director	2.00	289,249	289,249
• 2016-2017 Annual Report (City Council approval October 17, 2017): adds 1.0 Planner IV	1.00	132,595	132,595
• Historic Survey Strategy (City Council Approval September 6, 2017): adds 1.0 Principal Planner	1.00	130,061	130,061
• Living wage adjustment		(124,818)	(24,764)
• Non-personal/equipment funding shifts		(7,205)	(9,712)
• Vehicle maintenance and operations		(5,400)	(2,400)
<b>Technical Adjustments Subtotal:</b>	<b>4.00</b>	<b>1,082,918</b>	<b>1,293,599</b>
<b>2018-2019 Forecast Base Budget:</b>	<b>314.00</b>	<b>54,469,531</b>	<b>52,415,692</b>
<b>Budget Proposals Recommended</b>			
1. Integrated Permit System Staffing	5.00	739,646	707,879
2. Urban Village Planning Staffing	1.00	314,681	314,681
3. Housing Development Planning Staffing	2.00	248,096	248,096
4. Policy and Ordinance Support		150,000	150,000
5. Environmental Review Planning Staffing	1.00	124,680	0
6. Code Enforcement Staffing Realignment	0.00	0	100,008
7. Assistant Director Funding Realignment	0.00	0	0
8. Cannabis Regulatory Program Staffing Realignment	(1.00)	(109,485)	(109,485)
9. Print Management		(14,149)	(14,149)
<b>Total Budget Proposals Recommended</b>	<b>8.00</b>	<b>1,453,469</b>	<b>1,397,030</b>
<b>2018-2019 Proposed Budget Total</b>	<b>322.00</b>	<b>55,923,000</b>	<b>53,812,722</b>

# Planning, Building and Code Enforcement Department

## **Budget Changes By Department** **Personal Services and Non-Personal/Equipment**

2018-2019 Proposed Budget Changes	Positions	All Funds (\$)	General Fund (\$)
1. Integrated Permit System Staffing	5.00	739,646	707,879

### **Community and Economic Development CSA**

#### **Development Plan Review and Building Construction Inspection Core Service**

*Building Development Services, Planning Development Services, and Development Services Administration Programs*

### **Neighborhood Services CSA**

#### **Code Enforcement Core Service**

*Multiple Housing Code Enforcement Program*

This action extends 5.0 limit-dated positions through June 30, 2019 (2.0 Planner IV's, 1.0 Senior Analyst, 1.0 Senior Engineer, and 1.0 Supervising Applications Analyst) and non-personal/equipment funding (\$5,255) to support the continued implementation of the upgraded Integrated Permit System used by the Development Services Partners. This proposal is funded by various fee programs; for details, refer to the Fee Program Summary at the end of the Budget Changes by Department section for this department. The system is in the implementation phase and the new completion date is projected to be June 2020. The most recent go-live date of February 2019 was extended due to challenges encountered while incorporating complicated City business processes in various modules of the project. The limit-dated positions will continue to support daily operations while allowing experienced staff to act as subject-matter-experts and support the work on design, workflow process review, prototype framework review, testing, transition, and training during implementation of the system. (Ongoing costs: \$0)

2. Urban Village Planning Staffing	1.00	314,681	314,681
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### **Community and Economic Development CSA**

#### **Citywide Land Use Planning Core Service**

*Citywide Planning Program*

This action extends a limit-dated Planning III position through June 30, 2019 and non-personal/equipment funding (\$190,000) to support the continuing development of urban village plans. The concept of urban villages was established in the Envision San José 2040 General Plan in 2011. The policy intends to create a framework that directs sustainable job and housing growth within walkable and bike-friendly areas that have good access to transit and other infrastructure and facilities. This position is part of a team that consists of two additional permanent planner positions that engage community residents, property and business owners, as well as the development community to develop and implement urban village plans that will further the achievement of the economic, environmental, and place making goals of the Envision San José 2040 General Plan. The cost of this position will be partially offset by grant funding from Caltrans Non-Infrastructure Project Grants and a Valley Transportation Authority Alum Rock Urban Village grant that will start in August 2018 and end in April 2020. This grant will also cover portions of existing positions that support these efforts. (Ongoing costs: \$0)

# Planning, Building and Code Enforcement Department

## **Budget Changes By Department** **Personal Services and Non-Personal/Equipment**

2018-2019 Proposed Budget Changes	Positions	All Funds (\$)	General Fund (\$)
3. Housing Development Planning Staffing	2.00	248,096	248,096

***Community and Economic Development CSA***  
***Citywide Land Use Planning Core Service***  
***Citywide Planning Program***

As directed in the Mayor's March Budget Message for 2018-2019, this action adds 2.0 planner positions (1.0 Planner IV and 1.0 Planner III), effective August 1, 2018, to focus on housing development. The additional resources will add capacity to the Planning, Building and Code Enforcement Department to be able to achieve the City's goal of building 25,000 homes in five years. The specific focus of these positions will be North San José, Berryessa, and Downtown, where the City can enable as many as 17,000 units to be constructed within walking distance of fixed-rail transit. The work plan beginning in 2018-2019 for these positions will include amending the North San José Area Development Policy to allow 4,000 units of Phase II housing to move forward in the near term; proposing policy and ordinance amendments to facilitate housing as directed by the City Council to achieve the goal of building 25,000 housing units by 2022; assisting with the preparation of the Berryessa BART Urban Village Plan and plans for Urban Villages along light rail, including Alum Rock (East), Southwest Expressway, and North First Street; developing the Urban Village Mixed-Use zoning district for Council consideration; and providing concierge service for affordable and market rate housing developers to answer questions and provide direction on the process and steps needed for project approval. (Ongoing costs: \$273,352)

4. Policy and Ordinance Support		150,000	150,000
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***Community and Economic Development CSA***  
***Community Land Use Planning Core Service***  
***Community Planning Program***

This action continues one-time funding of \$150,000 for a temporary Policy and Ordinance Technical Advisor through June 30, 2019. The Department's Policy and Ordinance section completes code and policy changes to address Federal/State mandates, Council-adopted ordinance and policy priorities, and minor quarterly process improvements related to land use and economic development. Priority work-items include: 1) Develop and implement a phased work plan for signage which will allow new advertising on City-owned sites throughout the City, including a billboard exchange program; the exchange of existing legal static signs to electronic billboards on non-City-owned freeway-facing sites; new off-site advertising on non-City-owned sites in the Downtown Sign Zone; and updates to the Outdoor Lighting Policy, and 2) Provide more specific guidance for the use of Development Agreements, specifically for developments receiving City incentives and as a financing tool for urban villages. The additional resources will also provide the capacity to implement many of the General Plan action items, quarterly code updates, and policy revisions identified in the Housing Element. (Ongoing costs: \$0)

# Planning, Building and Code Enforcement Department

## Budget Changes By Department Personal Services and Non-Personal/Equipment

2018-2019 Proposed Budget Changes	Positions	All Funds (\$)	General Fund (\$)
5. Environmental Review Planning Staffing	1.00	124,680	0

**Community and Economic Development CSA**  
**Development Plan Review and Building Construction Inspection Core Service**  
*Planning Development Services Program*

This action extends a limit-dated Planning III position until June 30, 2019 to support the environmental review of public and capital improvement projects. Under the California Environmental Quality Act (CEQA), the City is required to disclose the environmental impacts of all its actions (all Council approvals and many staff-level actions involving development and construction). The extension of the position will help meet the demands of CEQA and Environmental Impact Report reviews with public projects and capital improvement projects managed by City departments. This position is funded by various capital improvement projects that require CEQA review, and will work on preparing/reviewing environmental analyses (e.g. noise reports, air quality assessments, and historic resource reports). For public projects, this position coordinates with consultants on the preparation of adequate environmental documents and standard review timelines to complete the environmental clearances, review of correct CEQA references for City Council memos, and/or provide direction on project design to comply with CEQA requirements. (Ongoing costs: \$0)

6. Code Enforcement Staffing Realignment	0.00	0	100,008
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**Neighborhood Services CSA**  
**Community Code Enforcement Core Service**  
*Community Code Enforcement and Multiple Housing Code Enforcement Programs*

This action shifts funding for a total of 0.54 FTE (0.04 of a Division Manager position, 0.25 of a Code Enforcement Supervisor position, and 0.25 of Code Enforcement Inspector I/II position) from the Community Development Block Grant (CDBG) Fund to the General Fund fee supported Multiple Housing Inspection Program to align the funding sources based on staff workload and responsibilities. The Code Enforcement Program is in its fourth year of the successfully implemented and re-designed Multiple Housing Inspection Program with an estimated total of 1,603 buildings targeted to be inspected for 2017-2018, which is a 23% increase over the number of buildings since the inception of the 3-tier service delivery model in 2014-2015. The number of inspections requires the allocation of more staff time and resources in handling cases, inspections, as well as responding to complaints. (Ongoing costs: \$0)

# Planning, Building and Code Enforcement Department

## Budget Changes By Department Personal Services and Non-Personal/Equipment

2018-2019 Proposed Budget Changes	Positions	All Funds (\$)	General Fund (\$)
7. Assistant Director Funding Realignment	0.00	0	0

### **Community and Economic Development CSA**

#### **Development Plan Review and Building Construction Inspection Core Service**

#### **Strategic Support Core Service**

*Building Development Services, Planning Development Services, and PBCE Management and Administration Programs*

### **Neighborhood Services CSA**

#### **Community Code Enforcement Core Service**

*Multiple Housing Code Enforcement Program*

This action shifts funding of 0.45 FTE of the Assistant Director for the Planning, Building and Code Enforcement Department from General Fund activities to the Building Development Fee Program and the fee supported Multiple Housing Code Enforcement Program to align the funding sources based on the actual work being performed by the Assistant Director. Savings to the non-reimbursable portion of the General Fund is \$181,695. For details on the fee program impacts, refer to the Fee Program Summary at the end of the Budget Changes by Department section for this department. (Ongoing costs: \$0)

8. Cannabis Regulatory Program Staffing Realignment	(1.00)	(109,485)	(109,485)
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### **Neighborhood Services CSA**

#### **Community Code Enforcement Core Service**

*PBCE Management and Administration Program*

This action deletes 1.0 vacant Code Enforcement Inspector II position of the two positions that enforce code compliance of operating cannabis businesses. With the passage of Proposition 64 in November 2016, recreational adult use of cannabis became legalized in California and effective as of January 1, 2018. At this time, in the City of San José, the existing cannabis businesses process medical and non-medical transactions. The Police Department already regulates the 16 approved cannabis businesses, and the addition of 2.0 Analyst positions is recommended in that department to support this program. When the medical marijuana regulations were originally established, there was higher demand on the Planning, Building and Code Enforcement Department to perform inspections due to complaints on the approximately 125 businesses operating illegally. Now that the City has effectively shut down almost all illegal operations, the remaining Code Enforcement Inspector II assigned to the Cannabis Regulatory Program is sufficient for inspecting the current number of operational cannabis facilities. (Ongoing savings: \$111,716)

# Planning, Building and Code Enforcement Department

## **Budget Changes By Department** **Personal Services and Non-Personal/Equipment**

2018-2019 Proposed Budget Changes	Positions	All Funds (\$)	General Fund (\$)
9. Print Management		(14,149)	(14,149)
<i>Community and Economic Development CSA</i> <i>Community Land Use Planning Core Service</i> <i>Development Plan Review and Building Construction Inspection Core Service</i> <i>Strategic Support Core Service</i> <i>Building Development Services, Development Services Administration, Planning Development Services, Citywide Planning, Management and Administration Programs</i>			
<i>Neighborhood Services CSA</i> <i>Community Code Enforcement Core Service</i> <i>Code Enforcement Administration, Community Code Enforcement, Multiple Housing Code Enforcement, and Solid Waste Code Enforcement Programs</i>			
<p>This action reduces non-personal/equipment budget in 2018-2019 by \$14,149 to reflect savings anticipated savings from the implementation of a City-wide print management solution that will control print costs and minimize waste across the 220 multi-function devices the City operates. The new software will provide defaults to non-color and duplex printing that reduce color usage and paper consumption. The project will be implemented in January 2019 and projected savings of approximately \$14,149 in the first year and \$28,298 thereafter are anticipated to be realized. Savings in the Department's non-reimbursable portion of the General Fund will be \$1,109, and total savings for the department's fee funded programs will be \$13,040. For details on savings in the fee programs, refer to the Fee Program Summary at the end of the Budget Changes by Department section for this department. (Ongoing savings: \$28,298)</p>			
2018-2019 Proposed Budget Changes Total	8.00	1,453,469	1,397,030

# Planning, Building and Code Enforcement Department

## Budget Changes by Department Personal Services and Non-Personal/Equipment

### Fee Program Summary

The table below details the proposals for the Building Development Fee Program, Planning Development Fee Program, and the Fire and Public Works Development Fee Programs and Other Fee Programs in the Planning, Building and Code Enforcement Department. A summary for each proposal can be found in the Budget Changes by Department section for this department. Revenue from any adjustments of these fees is discussed in more detail in the General Fund Revenue section of this document.

Proposal	FTE	Position Summary	2018-2019 Costs	Ongoing Costs
<b>Building Development Fee Program</b>				
<b>Anticipated Status of Reserve (June 30, 2018)</b>			<b>\$20,418,614</b>	
<b>Use of reserves as part of 2018-2019 Base Budget</b>			<b>(\$4,827,344)</b>	
Funded by fee activity and use of reserves to support the Building Development Fee Program				
Integrated Permit System Staffing	1.90	1.0 Senior Engineer, 0.45 Senior Analyst, 0.45 Supervising Applications Analyst	\$289,044	\$0
Assistant Director Funding Realignment	0.31	0.31 Assistant Director	\$125,169	\$125,169
Other department additions partially funded by the Building Development Fee Program				
Print Management			(\$8,807)	(\$17,614)
<b>TOTAL PROPOSALS</b>	<b>2.21</b>		<b>\$405,406</b>	<b>\$107,555</b>
<b>Revenue/(Use of Reserves)</b>			<b>(\$482,393)</b>	
<b>Estimated Reserve (July 1, 2018)</b>			<b>\$15,108,877</b>	
<b>Planning Development Fee Program</b>				
<b>Anticipated Status of Reserve (June 30, 2018)</b>			<b>\$750,000</b>	
<b>Use of reserves as part of 2018-2019 Base Budget</b>			<b>(\$2,607,995)</b>	
Funded by fee activity and use of reserves to support the Planning Development Fee Program				
Integrated Permit System Staffing	2.24	2.0 Planner IV, 0.12 Senior Analyst, 0.12 Supervising Applications Analyst	\$326,180	\$0
Other department additions partially funded by the Building Development Fee Program				
Print Management			(\$1,146)	(\$70)
<b>TOTAL PROPOSALS</b>	<b>2.24</b>		<b>\$325,034</b>	<b>(\$70)</b>
<b>Revenue/(Use of Reserves)</b>			<b>\$2,068,726</b>	
<b>Estimated Reserve (July 1, 2018)</b>			<b>\$210,731</b>	
<b>Fire and Public Works Development Fee Programs and Other Fee Programs</b>				
Funded by other Fee Programs in the Planning, Building and Code Enforcement Department or other Development Fee Programs				
Integrated Permit System Staffing (Code Enforcement: Multiple Housing)	0.34	0.17 Senior Analyst, 0.17 Supervising Applications Analyst	\$108,813	\$0
Integrated Permit System Staffing (Fire)	0.14	0.07 Senior Analyst, 0.07 Supervising Applications Analyst	\$20,268	\$0
Integrated Permit System Staffing (Public Works)	0.16	0.08 Senior Analyst, 0.08 Supervising Applications Analyst	\$23,163	\$0

# Planning, Building and Code Enforcement Department

## Budget Changes by Department Personal Services and Non-Personal/Equipment

Proposal	FTE	Position Summary	2018-2019 Costs	Ongoing Costs
<b>Fire and Public Works Development Fee Programs and Other Fee Programs (Cont'd)</b>				
Integrated Permit System Staffing (Integrated Waste Management Fund)	0.10	0.05 Senior Analyst, 0.05 Supervising Applications Analyst	\$18,040	\$0
Integrated Permit System Staffing (Traffic Capital Funds)	0.08	0.04 Senior Analyst, 0.04 Supervising Applications Analyst	\$11,497	\$0
Integrated Permit System Staffing (Low and Moderate Income Housing Asset Fund)	0.04	0.02 Senior Analyst, 0.02 Supervising Applications Analyst	\$6,891	\$0
Assistant Director Funding Realignment (Code Enforcement: Multiple Housing)	0.14	0.14 Assistant Director	\$56,526	\$56,526
Code Enforcement Funding Realignment (Code Enforcement: Multiple Housing)	0.54	0.25 Code Enforcement Inspector I/II, 0.25 Code Enforcement Supervisor, 0.04 Division Manager	\$100,008	\$100,008
Print Management (Code Enforcement: Multiple Housing)			(\$1,402)	(\$2,804)
Print Management (Fire)			(\$952)	(\$1,904)
Print Management (Public Works)			(\$733)	(\$1,466)
<b>TOTAL PROPOSALS</b>	<b>1.54</b>		<b>\$342,119</b>	<b>\$150,360</b>











# Planning, Building and Code Enforcement Department

## Performance Summary

### Community Code Enforcement

#### Performance Measures

	2016-2017 Actual	2017-2018 Target	2017-2018 Estimated	2018-2019 Target
 % of neighborhoods in "good" or better condition, based on a city-wide survey <sup>1</sup>	69%	70%	73%	74%
 % of violations resolved through voluntary compliance, based on complexity of case types	91%	92%	90%	92%
 Cost per violation for: - proactive enforcement <sup>2</sup>	\$177	\$268	\$263	N/A <sup>3</sup>
- complaint-based enforcement	\$808	\$800	\$790	N/A <sup>3</sup>
 Cost per violation (Community Code Enforcement) <sup>3</sup>	N/A	N/A	N/A	\$358
 % of violations resolved within estimated processing standards, based on type and complexity of violations	65%	65%	66%	65%
 % of annual fee-based inspections completed on schedule, including multi-year programs	30% <sup>4</sup>	45%	30% <sup>4</sup>	45%
 % of residents who feel their neighborhood is in the same or better condition compared to previous year (annual Code Enforcement survey)	72%	70%	70%	70%
 % of customers who feel they received courteous treatment and timely service from their interaction with Code Enforcement staff	63%	70%	70%	70%

<sup>1</sup> Data for this measure is collected through the biennial City-Wide Community Survey. The next community survey will be conducted in fall 2019, and those results will be reported in the 2019-2020 Proposed Operating Budget.

<sup>2</sup> Proactive code enforcement services refer to Abandoned Cart, Multiple Housing, Community Development Block Grant (CDBG)/Housing, Cannabis, Off-Sale Alcohol, and Tobacco Retail License inspections. Complaint-based services refer to General Code, Building Code Compliance, Neglected/Vacant Buildings, Solid Waste, and Vehicle Abatement (private property) inspections.

<sup>3</sup> The new measure replaces the measure for cost per violation for both proactive enforcement and complaint-based enforcement, and provides information on the costs to respond to general code violations. This measure captures only the cost per violation for the General Code program.

<sup>4</sup> Annual fee-based inspections include primarily the Multiple Housing, Off-Sale Alcohol, and Tobacco Retail License programs. Continuous vacancies have occurred in the Code Enforcement Inspector classification. The department has been recruiting to fill vacancies in 2017-2018 and anticipates more hours dedicated towards inspections in 2018-2019.

# Planning, Building and Code Enforcement Department

## Performance Summary

### Community Code Enforcement

#### *Activity and Workload Highlights*

		<b>2016-2017 Actual</b>	<b>2017-2018 Forecast</b>	<b>2017-2018 Estimated</b>	<b>2018-2019 Forecast</b>
Staff hours devoted to outreach/education/ prevention		100 <sup>1</sup>	250	250	250
# of multiple housing dwelling buildings proactively inspected		2,026	1,679	1,800	1,679
Neighborhood Clean-Ups		21	11 <sup>2</sup>	12 <sup>2</sup>	N/A <sup>2</sup>
General Code Compliance Cases:					
	Opened	5,691	5,200	5,200	5,200
	Resolved	5,469	5,200	5,200	5,200
Multiple Housing Complaint Cases:					
	Opened	395	480	420	480
	Resolved <sup>3</sup>	408	500	410	500
% of Violations Resolved:					
	Warning	81%	88%	85%	88%
	Citation	11%	7%	8%	7%
	Compliance Order	7%	4%	6%	4%
	Appeals Hearing Board/Litigation	1%	1%	1%	1%

<sup>1</sup> With a consistent vacancy rate in 2016-2017 of 14% in the Code Enforcement Inspector and Supervisor classifications, the Code Enforcement Inspectors' workloads saw a significant increase in inspection activities impacting the time available for prevention activities. The department has been recruiting to fill vacancies in 2017-2018 and anticipates more hours dedicated towards outreach, education, and inspections than in 2016-2017.

<sup>2</sup> Neighborhood clean-ups coordinated by the Planning, Building and Code Enforcement Department for San José's neighborhoods ended in December 2017, with program funds shifted to the Environmental Services Department to provide for the more effective and efficient unlimited curb-side junk pick-up.





<sup>3</sup> Resolved complaint cases for the Multiple Housing Inspection Program can be higher than opened cases due to cases opened in a previous year and resolved in the current fiscal year.

# Planning, Building and Code Enforcement Department

## Performance Summary

### Development Plan Review & Building Construction Inspection

#### Performance Measures

	2016-2017 Actual	2017-2018 Target	2017-2018 Estimated	2018-2019 Target
 % of projects that receive consistent feedback from staff throughout the course of project review: <ul style="list-style-type: none"> <li>- Planning Permit Plan Review</li> <li>- Building Permit Plan Review</li> <li>- Building Inspectors Consistent With Building Plan Check</li> <li>- Building Inspectors Consistent Among Multiple Inspectors</li> </ul>	74%	70%	61%	70%
	80%	80%	77%	80%
	79%	80%	78%	80%
	69%	80%	70%	80%
 Ratio of current year fee revenue to development fee program cost (includes reserve funding)	100%	100%	100%	100%
 Development projects completed within processing time targets: <ul style="list-style-type: none"> <li>Planning Permit Process</li> <li>Building Plan Check Process</li> <li>Building Inspection Process             <ul style="list-style-type: none"> <li>- within 24 hours</li> <li>- within 48 hours</li> </ul> </li> </ul>	71%	85%	80%	85%
	82%	85%	85%	85%
	30% <sup>1</sup>	75%	30% <sup>1</sup>	70%
	54% <sup>1</sup>	90%	46% <sup>1</sup>	90%
 % of process participants rating service "good" or better <ul style="list-style-type: none"> <li>Planning Permit Process</li> <li>Building Plan Check Process</li> <li>Building Inspection Process</li> </ul>	69%	80%	68%	80%
	78%	85%	80%	85%
	81%	85%	82%	85%

<sup>1</sup> While additional positions have been added in the past several years and some positions have been filled, vacancies remain in the Building Inspector Combo classification as a result of the continuous departure of existing staff and difficulties in filling vacant positions quickly with qualified candidates. Due to the vacancies, inspections are also conducted by Building Inspector Supervisor and Building Inspection Manager classifications, which have also experienced consistent vacancies. The Administration continues to recruit for a wide range of development services positions.

# Planning, Building and Code Enforcement Department

## Performance Summary

### Development Plan Review & Building Construction Inspection

#### *Activity and Workload Highlights*

	2016-2017 Actual	2017-2018 Forecast	2017-2018 Estimated	2018-2019 Forecast
# of building permits issued	38,302	40,000	37,000	40,000
# of customers served in Permit Center <sup>1</sup>	47,920	45,000	59,000	59,000
# of plan checks	8,859	8,200	7,817	8,000
# of field inspections	174,137	190,000	178,000	180,000
# of planning applications				
- Major	362	775	377	N/A <sup>2</sup>
- Minor	911	1,400	1,010	N/A <sup>2</sup>
# of planning adjustments	1,312	1,400	1,361	N/A <sup>2</sup>
# of planning applications and reviews <sup>2</sup>				
- Major	N/A	N/A	N/A	411
- Minor	N/A	N/A	N/A	780
- Permit Center	N/A	N/A	N/A	4,715
# of environmental clearances <sup>3</sup>				
- Major	N/A	N/A	N/A	50
- Minor	N/A	N/A	N/A	250

<sup>1</sup> As of October 2016, the Planning Division began counting customers served at the Assistance Desk (Reception), whereas the Building Division began counting these customers in February 2017.

<sup>2</sup> This performance measure change is to better report on the Planning Division's workload as related to development activity at the Permit Center, versus just planning adjustments. The number of planning adjustments will still be reported out in this measure that captures all applications and reviews in the Permit Center and by the Development Review Team. This measure will report the total planning applications reviewed and the types of review required: permit center only or development review team, and if minor or major when reviewed by the development review team.




<sup>3</sup> As a result of the Integrated Permitting System (IPS) upgrade project, the Planning Division will be able to track all Environmental Reviews separately from development applications. This will allow unprecedented reporting on the work performed for environmental clearances for both private and public projects.

# Planning, Building and Code Enforcement Department

## Performance Summary

### Citywide Land Use Planning

#### Performance Measures

	2016-2017 Actual	2017-2018 Target	2017-2018 Estimated	2018-2019 Target
 % of special planning efforts completed within targeted cost: Specific/Area Policy Plans:	100%	100%	100%	100%
 % of special planning efforts completed within targeted time: Specific/Area Policy Plans:	100%	100%	100%	100%
 % of planning process participants rating service as “good” or “excellent”	N/A <sup>1</sup>	85%	N/A <sup>1</sup>	85%

<sup>1</sup> Data for this measure is collected through a survey conducted by Citywide Planning. The survey was not conducted in 2016-2017 or 2017-2018.

#### Activity and Workload Highlights

	2016-2017 Actual	2017-2018 Forecast	2017-2018 Estimated	2018-2019 Forecast
# of Scheduled/Completed Specific/Area Policy Plans	1 of 10	6 of 8	5 of 9 <sup>1</sup>	1 of 4 <sup>1</sup>
# of planning policy studies	4	1 <sup>2</sup>	6 <sup>2</sup>	5
# of General Plan Amendments	17	15	12 <sup>3</sup>	10

<sup>1</sup> In 2016-2017, The Alameda Urban Village Plan was as adopted by the City Council. In 2017-2018, three Urban Village Plans (Santana Row/Valley Fair, Stevens Creek, and Winchester) were adopted by the City Council while two more (South Bascom and West San Carlos) are anticipated to be completed in May 2018. In 2018-2019, the East Santa Clara Urban Village Plan is anticipated to be completed. Three Urban Village Plans (Berryessa/BART, East Side Alum Rock, and North 1st Street) have grant funding and need to be developed and are anticipated for completion in 2019-2020.

<sup>2</sup> In 2016-2017, the Policy on Riparian Corridor Protection and Bird-safe Design was completed in June 2016 as well as updates to policies for Super Graphics signs and Secondary Dwelling Units in the fall of 2016. In 2017-2018, the Medical Marijuana Ordinance, Tree Permit Streamlining Ordinance, Urban Agriculture Program Ordinance, Incidental Shelter Ordinance, and Mobilehome Park Ordinance were completed. An update to the Accessory Dwelling Unit (ADU) Ordinance will be completed by June 2018 and the Density Bonus Ordinance will be presented to the City Council in May 2018. For 2018-2019, the Electronic Billboard Signage Ordinance Adoption Phase I and the incidental Zoning Code updates will be completed; the Lighting Policy and Sidewalk Café permit process will be updated; and the Cannabis Distribution/Testing/Manufacturing Ordinance will be created.

<sup>3</sup> For the 2017-2018 General Plan annual review cycle, there were 12 text and land use amendments considered. For the 2018-2019 General Plan annual review cycle, it is anticipated that 10 private and City initiated land use amendments will be reviewed.

# Planning, Building and Code Enforcement Department

## Departmental Position Detail

Position	2017-2018 Adopted	2018-2019 Proposed	Change
Accountant II	1.00	1.00	-
Accounting Technician	1.00	1.00	-
Administrative Assistant	1.00	1.00	-
Administrative Officer	1.00	1.00	-
Analyst II	4.00	4.00	-
Assistant Director of Planning, Bldg and Code Enforcement	1.00	1.00	-
Assistant to the Director	0.00	1.00	1.00
Associate Engineer	17.00	17.00	-
Building Inspection Manager	4.00	4.00	-
Building Inspector Combination Certified	2.00	2.00	-
Building Inspector Combination Certified I	58.00	58.00	-
Building Inspector Combination Certified II	2.00	2.00	-
Building Inspector Combination Certified III	1.00	1.00	-
Building Inspector, Supervisor	5.00	5.00	-
Building Inspector, Supervisor Certified I	10.00	10.00	-
Code Enforcement Inspector I/II	46.00	45.00	(1.00)
Code Enforcement Supervisor	6.00	6.00	-
Department Information Technology Manager	1.00	1.00	-
Deputy Director, Code Enforcement	1.00	1.00	-
Deputy Director, Unclassified	2.00	3.00	1.00
Director of Planning, Building and Code Enforcement	1.00	1.00	-
Division Manager	9.00	9.00	-
Engineer I/II	3.00	3.00	-
Environmental Inspector II	3.00	3.00	-
Geographic Information Systems Specialist II	0.00	1.00	1.00
Geographic Systems Specialist II	1.00	0.00	(1.00)
Information Systems Analyst	2.00	2.00	-
Network Technician I/II/III	1.00	1.00	-
Permit Specialist	3.00	3.00	-
Planner I/II/III	30.00	31.00	1.00
Planner IV	13.00	15.00	2.00
Planning Technician	5.00	5.00	-
Principal Account Clerk	1.00	1.00	-
Principal Office Specialist	2.00	4.00	2.00
Principal Permit Specialist	4.00	4.00	-
Principal Planner	2.00	3.00	1.00
Program Manager I	2.00	3.00	1.00
Public Information Manager	1.00	1.00	-
Public Information Representative I	1.00	1.00	-
Regional Park Aide PT	2.00	2.00	-
Senior Account Clerk	2.00	2.00	-
Senior Analyst	3.00	3.00	-
Senior Engineer	7.00	7.00	-
Senior Office Specialist	24.00	23.00	(1.00)
Senior Permit Specialist	14.00	14.00	-
Senior Supervisor, Administration	4.00	2.00	(2.00)

## Planning, Building and Code Enforcement Department

### Departmental Position Detail

Position	2017-2018 Adopted	2018-2019 Proposed	Change
Senior Systems Application Programmer	2.00	2.00	-
Staff Specialist	2.00	2.00	-
Staff Technician	5.00	5.00	-
Supervising Applications Analyst	2.00	2.00	-
Supervising Environmental Services Specialist	1.00	1.00	-
Systems Applications Programmer II	1.00	1.00	-
<b>Total Positions</b>	<b>317.00</b>	<b>322.00</b>	<b>5.00</b>

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